This information will be helpful to groups using the auditoriums for events.

**GENERAL INFORMATION**

The R.B. Cutlip Auditorium is located on the campus of William Woods University, in Fulton, Missouri. It is located in the large domed building.

**TECHNICAL STAFF**

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**Questions**

If you have questions about anything listed, please contact Shaun Speers before your event.

**STAGE**

A. Dimensions: 46’6” Wide, 26’ long (downstage to black curtain)  
B. Proscenium Arch  
   1. 46’ (width) x 16’ (height)  
   2. Recommended maximum scenery height of 14’.  
C. Hard wood stage floor.  
   1. Nailing and screwing into the floor are not permitted.  
   2. When taping to the floor, please use black gaffers tape, spike tape, or glow tape. No grey “duct” tape or masking tape is permitted.  
D. Wing space available on both sides of the stage.  
   1. Stage right space is limited due to pin rail. The space tapers from 8’ wide to 3’4” wide.  
E. No fly system.  
F. Orchestra Pit  
   1. Enclosed by railing.  
   2. Sunken from the orchestra floor.  
   3. Does not raise or lower.  
G. Piano
1. Baby Grand available at stage level.
2. Uprights available at stage level upon request.

H. Drapes
   1. House drape manually draws open and closed.
      Operated stage right.
   2. House teaser manually operated.
      Operated stage right.
   3. Concert drape manually operated.
      Operated stage right.
   4. Black tormentors manually operated.
      Three sets; operated stage left.
   5. Black teasers are dead hung.

I. Tables and Chairs
   Folding Chairs and 6’ White Tables available upon request.

LOADING DOCK
   A. Dock will accommodate any size truck.
   B. Loading door is 6’7” (width) x 7’0” (height)
   C. Allows direct access to stage level.
   D. Located on the south side of the building.

DRESSING ROOMS
   A. Women’s dressing room is located at stage level, stage right.
      1. Mirrors.
      2. Two sinks.
   B. Men’s dressing room is located downstairs under the stage.
      1. Mirrors.
      2. Two sinks.

RESTROOMS
   A. Located stage left at stage level.
   B. Located downstairs below the stage, stage left.
   C. Men’s, women’s and handicap-Accessible restrooms located in lobby.

HOUSE
   A. Seating Capacity
      1. Orchestra - 910
      2. Balcony - 342
      3. Total – 1,252
   B. Lobby
      1. Box office facilities.
      2. Access to backstage through lobby.

ELECTRICAL
   A. 200 Amp 3 Phase 240v Tie-On
      Company needs to bring bare wire to tie on.
      This is the only point of tie-in.
   B. There are NO 120v Edison plugs on stage
C. All Edison plugs are on stage left
D. 3 pin connections to the house light system are available stage left & right and down center (where sound patching is, 2 per box)
E. Edison plugs located throughout the house.
F. 8 Non-dim Edison circuits available.
   4 Stage left backstage
   4 Stage right backstage
G. Dimmer Board
   ETC Element 40/500 Console
   Dimmer Rack – Strand CD 80 retrofitted with a Johnson Systems Controller
   Dimmer rack is located off stage left.
   84 2.4kW dimmers
   Each has 20 amp breakers
   6 House circuits controlled by 4 channels
H. Patch
   1. By default, all dimmers are “1 to 1” patched.
I. Electrics
   1. Circuit chart available upon request.
   2. There are 6 additional circuits available in the balcony
   3. All circuits are 20 amps.
J. Instruments
   1. All groups receive a house wash, which consists of mainly Source Fours.
   2. All requests for special lighting needs must be submitted to technical services in advance of the event.
K. Gel
   1. All gel is the house wash will standard color, IE Bastard Amber, Surprise Pink, etc. If you need special gel, you must request this in advance.
L. Follow spot lights
   2 - 1500 Watt Trouper follow spots

**SOUND EQUIPMENT**

*Legacy Equipment – available upon request*
- Stereo Dual Cassette Player
- Reel to Reel (2 or 4 track)
- VHS Player

*Main Equipment*
1. 3 corded microphones
2. Cordless Microphone
3. Amplifiers – House and Monitor
4. Equalizer
5. Mixing Board – 16 channel Mackie
6. 24 female XLR connections at center of stage
7. 8 male XLR connections at center of stage
8. CD Player
9. 1/8” Auxiliary connection to house sound system (EG - iPhone, iPad, Laptop) available at the sound board in the balcony or on stage.
10. Body Microphones
   A. Two Audio Technica 3000 Series Wireless Microphones
      i. Default frequencies are 655.000 MHz & 566.000 MHz respectively
      ii. Can be adjusted between 655 and 680MHz and 566 and 580MHz.
      iii. Groups are allowed to bring their own microphones into the facilities.
      iv. Please advise us of your frequency before your event. Our wireless internet equipment operates in the 2.4GHz range and any other equipment in this range will cause interference.

**AUDIOVISUAL EQUIPMENT**

1. EIKI XT-9 LCD Projector
   a. The projector can accept VGA, DVI, RCA, Component and Y/C connections. All patching to the projector is in the light booth.
   b. Additional VGA outlet is stage left with laptop available upon request.
   c. DVD Player
   d. Windows PC with Windows 7.

2. 35' x 20' movie screen

3. Cat5 connection available in the booth and stage left.

4. Building is equipped with a Xirrus XN-8 wireless arrays that support 50 + wireless connections to the internet.